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**Sri Satya Sai University of
Technology and Medical Sciences,
Sehore (M.P.)**



**Ph.D. Ordinance, 2022
(Procedure for Ph.D. Admission)**

4. Duration of the program

- 4.1 Ph.D Programme shall be for a minimum duration of three (3) years, including course work and a maximum duration of six(6) years from the date of admission to the Ph.D. Programme.

A maximum of an additional two (2) years can be given through a process of re-registration. Provided, however, that the total period for completion of a Ph.D. programme should not exceed eight (8) years from the date of admission in the Ph.D. programme.

Provided further that, female Ph.D. scholars and Persons with Disabilities (having more than 40% disability) may be allowed an additional relaxation of two (2) years; however, the total period for completion of a Ph.D. programme in such cases should not exceed ten (10) years from the date of admission in the Ph.D. programme.

- 4.2 Female Ph.D. Scholars may be provided Maternity Leave/Child Care Leave for up to 240 days in the entire duration of the Ph.D. programme.

- 4.1 The candidate shall pursue the research work at the approved research Centre under the guidance of supervisor/co-supervisor. The candidate shall not be permitted to submit the thesis earlier than 30 months after successfully completion of course work and not later than five calendar years from the date of registration.

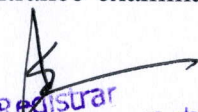
In case a candidate does not submit his/her thesis within five calendar years, from the date of registration and does not apply for extension/re-registration in time, his/her registration shall stand cancelled automatically.

5. Procedure for admission

- 5.1. Admission into the Ph.D. programme shall be through an Entrance Test and subsequent interview conducted by the University. At the time of admission, the guidelines/norms prescribed by the UGC and the amendments made from time to time will also be followed. In this regard, the reservation policy prescribed by the State Government and Central Government will also be kept in mind.

- 5.2. Admission to the Ph.D. programme shall be made using the following methods:

- i. The University may admit students who qualify for fellowship/scholarship in UGC-NET/UGC- CSIR NET/GATE/CEED and similar National level tests based on an interview.
- ii. The University may admit students through an Entrance Test conducted at the level of the individual University. The Entrance Test syllabus shall consist of 50% of research methodology and 50% shall be subject-specific.
- iii. Students who have secured 50 % marks in the entrance test are eligible to be called for the interview.
- iv. A relaxation of 5 % marks will be allowed in the entrance examination


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for the candidates belonging to SC/ST/OBC/differently-abled category, Economically Weaker Section (EWS), and other categories of candidates as decide by UGC from time to time.

- v. The University may decide the number of eligible students to be called for an interview based on the number of Ph.D. seats available.
- vi. Provided that for the selection of candidates based on the entrance test conducted by the University, a weightage of 70 % for the entrance test and 30% for the performance in the interview/viva- voce shall be given.

5.3 Universities shall:

- i. Notify a prospectus well in advance on the institution's website specifying the number of seats for admission, subject/discipline-wise distribution of available seats, criteria for admission, the procedure for admission, and all other relevant information for the candidates;
- ii. Adhere to the National/State-level reservation policy, as applicable.
- iii The University shall maintain a list of Ph.D. supervisors (specifying the name of the supervisor, his or her designation, and the department/school/center), along with the details of Ph.D. scholars (specifying the name of the registered Ph.D. scholar, the topic of his/her research and the date of admission) admitted under them on the website of the University and update this list every academic year.

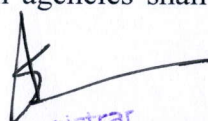
5.4. The university shall decide on semester basis number of Ph.D. scholars to be admitted depending on the number of available Research Supervisors and other academic and physical facilities.

5.5 The University will normally be admitting Ph.D. Scholars for July and January semesters in a particular academic year, depending upon availability of vacancies. Before starting the admission process the University shall seek from its research centers the details of the available vacancies and names of available supervisors/co-supervisors.

5.6 University shall notify well in advance through its website and notices in at least two national newspapers, of which at least one shall be in the Hindi language, the number of seats for admission, subject/discipline-wise distribution of available seats, criteria and procedure for admission, examination centre(s) and all other relevant information for the benefit of the candidates.

5.7 Reservation shall be applicable as per the reservation policy of the State Government of Madhya Pradesh.

5.8 The admission into the Ph.D. programme shall be on the basis of marks obtained by the candidate in the Entrance Test and subsequent interview. All candidates, other than those mentioned at clause 5.2 (i) of this ordinance, are compulsorily required to appear in the Entrance Test. Only those candidates shall be called for the interview who have scored at least 50% marks in the Entrance Test. Candidates who have qualified NET/SLET/GATE examination conducted by Central Government/ State Government of Madhya Pradesh agencies shall be


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awarded additional marks, which shall be 10% of the marks scored by the candidate in the Entrance Test; however, to qualify for the interview these candidates shall be required to score at least 50% marks in the Entrance Test, without adding these additional marks. The Entrance Test shall be subject specific, the syllabus for which shall be notified by the University from time to time.

- 5.9 Junior Research Fellowship (IRF) holders of UGC/CSIR, Teacher Fellow Ship Holders of Central Government or State Government of Madhya Pradesh and Teachers selected under QIP programme of Central Government or State Government of Madhya Pradesh are exempted to appear in the Entrance Test. These candidates shall have first preference in the admission process. These candidates shall be required to appear in the interview like any other candidates. Relative merit of these candidates shall be decided by the marks obtained by them in the Interview.
- 5.10 Based on available vacancies and the reservation policy, selection and final merit list shall be declared, in which first preference shall be given to the candidates listed at clause 5.2 (i) of this ordinance. The remaining vacancies shall be filled after adding marks obtained by the candidate in different criteria.
- 5.11 Candidates qualifying the Entrance Test shall have to appear in an interview. The interview board shall consist of the following members:
- 5.11.1 Vice Chancellor or his Nominee — Chairman
- 5.11.2 Dean of the concerned faculty.
- 5.11.3 Chairman Board of Studies (BOS) of the concerned Branch.
- 5.11.4 Head of the Department of the concerned branch of University's Institute (constituent unit), / University Teaching Department (UTD) of SSSUTMS, Sehore, who should be a Professor or any other Professor of the concerned branch and in case of non-availability of Professor any other Professor/Associate Professor of University's Institutions (constituent units), to be nominated by the Vice- Chancellor.
- 5.11.5 One of the recognized supervisors from the SSSUTMS, Sehore in the concerned subject to be nominated by the Vice-Chancellor.
- 5.11.6 One subject expert, who should not be from SSSUTMS, Sehore, to be nominated by the Vice-Chancellor.
- Subject expert and three other members shall form the quorum. If the Dean of faculty/Chairman of BOS is not available, then the Vice-Chancellor may appoint a Senior Professor of SSSUTMS, Sehore in their place.
- No T.A. and D.A. shall be payable to the candidate for attending the interview.
- 5.12 The interview shall be conducted in the University premises. The venue and time for the interview shall be notified by the University.
- 5.13 At the time of interview, the candidate is expected to discuss his/her research area of interest and choice of supervisors and co-supervisors (if any). During the interview the Interview Board shall assess the subject knowledge and research aptitude of the candidate.
- 5.14 Depending upon the performance in the Interview, the Interview board shall finalize the


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merit list of the candidates in the concerned subject, according to clause 3.8 of this ordinance. If there are more than one candidate having equal marks, then merit shall be decided on the basis of marks obtained firstly in Entrance Test then in UG programme and then in PG programme. If marks obtained in all above components are also equal, then the elder candidate shall be placed higher in the merit.

- 5.15 The Interview board shall also approve the proposed area of research; however, the candidate may change area of research, after prior approval by Research Degree Committee.
- 5.16 Based on candidate's merit and his/her choice of research center and supervisor/co-supervisor, the University shall allot preferred research center, supervisor and co-supervisor (if any) to the candidate.
- 5.17 In case a higher merit candidate is not allotted a seat due to non-availability of vacancy in his/her preferred research center and/or non-availability of vacancy with his/her preferred supervisor/co-supervisor, then the candidate shall be informed about this. Such candidates shall not have the option of changing the choice of research center and/or supervisor/co-supervisor. The vacancies created due to above shall be filled in order of merit from amongst the remaining candidates in the merit list.
- 5.18 The University shall maintain the list of all the Ph.D. scholars on its website. The list shall include the name of the scholar, research center, topic of research, name of supervisor/co-supervisor, date of registration etc.


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